



# **GENERAL SERVICES ADMINISTRATION** FEDERAL SUPPLY SERVICE AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is: http://www.gsaadvantage.gov

#### WORLDWIDE FEDERAL SUPPLY SCHEDULE CONTRACT

SCHEDULE TITLE: GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND SERVICES

**FSC GROUP: 70** 

CONTRACT NUMBER: GS-35F-321DA

PERIOD COVERED BY CONTRACT: May 24, 2016 through May 23, 2021

# Council for Logistics Research, Inc.

1550 Crystal Drive, Ste. 500 Arlington, VA 22202 Telephone: (703) 412-1563 Fax: (703) 412-1564

http://www.clrexec.com

Contractor's Administration Source: contracting@clrexec.com

Business Size: Small DUNS: **097791292** 

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.fss.gsa.gov.

# GSA AWARDED TERMS AND CONDITIONS COUNCIL FOR LOGISTICS RESEARCH, INC.

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs):

SIN 132-51: Information Technology Professional Services

1b. IDENTIFICATION OF THE LOWEST PRICED MODEL NUMBER AND LOWEST UNIT PRICE FOR THAT MODEL FOR EACH SPECIAL ITEM NUMBER AWARDED IN THE CONTRACT:

Please see the pricelist below for details.

1c. IF THE CONTRACTOR IS PROPOSING HOURLY RATES, A DESCRIPTION OF ALL CORRESPONDING COMMERCIAL JOB TITLES, EXPERIENCE, FUNCTIONAL RESPONSIBILITY AND EDUCATION FOR THOSE TYPES OF EMPLOYEES OR SUBCONTRACTORS WHO WILL PERFORM SERVICES SHALL BE PROVIDED. IF HOURLY RATES ARE NOT APPLICABLE, INDICATE NOT APPLICABLE FOR THIS ITEM:

Please see the labor category descriptions below for details.

2. **MAXIMUM ORDER\*:** \$500,000

\*If the "best value" selection places your order over this Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement; (2) offer the lowest price available under this contract; or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the Schedule contract in accordance with FAR 8.404

- 3. **MIMINUM ORDER:** \$100.00
- 4. **GEOGRAPHIC COVERAGE:** Domestic Delivery Only
- 5. **POINT(S) OF PRODUCTION:** 1550 Crystal Drive, Suite 500, Arlington VA 22202
- 6. **DISCOUNT FROM LIST PRICES:** Net GSA pricing is listed in the attached pricing table
- QUANTITY DISCOUNT(S): None.
- 8. **PROMPT PAYMENT TERMS:** 0%, Net 30 Days
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold
- 9b. Government purchase cards *are not accepted* above the micro-purchase threshold
- 10. **FOREIGN ITEMS:** None
- 11a. **TIME OF DELIVERY:** To be negotiated at the task order level
- 11b. **EXPEDITED DELIVERY:** To be negotiated at the task order level
- 11c. **OVERNIGHT AND 2-DAY DELIVERY:** To be negotiated at the task order level

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- 11d. **URGENT REQUIREMENTS**: Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery
- 12. **FOB POINT:** Destination; 48 contiguous states and Washington, DC, as well as Alaska, Hawaii, and Puerto Rico
- 13a. **ORDERING ADDRESS**:

Council for Logistics Research, Inc. 1550 Crystal Drive, Ste. 500 Arlington, VA 22202 Telephone: (703) 412-1563 Fax: (703) 412-1564

- 13b. **ORDERING PROCEDURES:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in FAR 8.405-3
- 14. PAYMENT ADDRESS:

Council for Logistics Research, Inc. 1550 Crystal Drive, Ste. 500 Arlington, VA 22202 Telephone: (703) 412-1563 Fax: (703) 412-1564

- 15. WARRANTY PROVISION: N/A
- 16. **EXPORT PACKING CHARGES:** N/A
- 17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** Accepted at and below the micro-purchase threshold
- 18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (if applicable). N/A
- 19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): N/A
- 20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): N/A
- 20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): N/A
- 21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A
- 22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A
- 23. PREVENTIVE MAINTENANCE (IF APPLICABLE): N/A
- 24a. SPECIAL ATTRIBUITES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): N/A
- 24b. **Section 508 Compliance for EIT:** As Applicable. For more information, please go to http://www.clrexec.com
- 25. **DUNS NUMBER:** 097791292
- 26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Active

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# TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

#### 1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

#### 2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

#### 3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

#### 4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/IAM Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

#### 5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after

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the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
  - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
  - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

#### 6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I CONTRACT 2008) (DEVIATION I - FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

#### 7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

#### 8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/IAM Professional Services.

#### 9. INDEPENDENT CONTRACTOR

All IT/IAM Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

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#### 10. ORGANIZATIONAL CONFLICTS OF INTEREST

#### a. Definitions.

"Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

"Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

#### 11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT/IAM Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

#### 12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
  - (1) The offeror;
  - (2) Subcontractors; and/or
  - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

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#### 13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

#### 14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

#### 15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

#### 16. DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT/IAM Service offered under Special Item Numbers 132-51 IT/IAM Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT/IAM Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

The following is an example of the manner in which the description of a commercial job title should be presented:

**EXAMPLE:** Commercial Job Title: Technical Order Management Specialist, IT

Minimum/General Experience: The Technical Order Management Specialist will perform in the capacity of a project support analyst. Will perform resource or administration management for IT projects to include the preparation and development of project and task order schedules, code work schedules, application documentation and other similar activities. Will have an understanding of software development.

Functional Responsibility: Will support management and administrative actives such as budgeting, staffing, resource planning, reporting, and technical documentation. Develops work breakdown structures, prepares charts, tables, graphs, and diagrams to assist in analyzing problems. Will possess knowledge of standard concepts, practices, and procedures within a particular field (i.e., SQL, C++, HTML, CGI and JavaScript). Possess strong interpersonal skills, information technology skills, and excellent knowledge regarding office programs and software development languages. Position provides status reports to Program Manager.

Minimum Education: Requires a High School Diploma and four (4) years of applicable experience.

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# Center for Logistics Research, Inc. IT Labor Category Descriptions SIN 132-51: Information Technology Professional Services

## Sr. Program Manager, IT

#### **Minimum/General Experience:**

At least Ten (10) years of experience managing an overall program, responsible for resource and financial management of program and projects.

#### **Functional Responsibility:**

Responsible for managing the overall program and directing the team to achieve goals. Should possess a successful track record in managing similar programs and have an overall understanding of the task order and objectives. Directs the work of others. Typically reports to top management

#### **Minimum Education:**

Requires a minimum of a Bachelor's Degree in a technical discipline and may be expected to have an advanced degree. License and certification may be required. Eleven (11) years of applicable experience may be substituted for the Bachelor's Degree requirement.

# Program Manager, IT

#### **Minimum/General Experience:**

At least Eight (8) years of experience managing a program, responsible for resource and financial management of program and projects.

#### **Functional Responsibility:**

Responsible for managing a program and directing project team to achieve goals. Should possess a successful track record in managing similar programs and have an overall understanding of the task order and objectives. Directs the work of others. Typically reports to top management

#### **Minimum Education:**

Requires a minimum of a Bachelor's Degree in a technical discipline and may be expected to have an advanced degree. License and certification may be required. Nine (9) years of applicable experience may be substituted for the Bachelor's Degree requirement.

# **Business Process Engineer, IT**

#### **Minimum/General Experience:**

Eight (8) to Ten (10) years of experience improving business processes and supporting critical business strategies

#### **Functional Responsibility:**

Improves business processes and supports critical business strategies. Manages the development, implementation, and maintenance of business applications systems. In some cases, will possibly lead multiple projects and oversee developers to ensure that specifications are being met. Typically reports to top management.

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#### **Minimum Education:**

Requires a Bachelor's Degree in an area of specialty. Eleven (11) years of applicable experience may be substituted for degree requirements.

# Consultant II, IT

#### **Minimum/General Experience:**

Five (5) to Eight (8) years of experience building and managing IT projects and products.

#### **Functional Responsibility:**

Consults with clients and other project team members on the design, development, and implementation of IT solutions. Develops installation programs for IT solutions. Assists in negotiating contracts/ agreements with software vendors and other internet companies. Has knowledge of a variety of concepts, practices, and procedures within a particular field (i.e., SQL, C++, HTML, CGI and JavaScript). Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. Leads and directs the work of others. Typically reports to a project leader or manager. Implements wide degree of creativity and latitude.

#### **Minimum Education:**

May require a Bachelor's Degree in a related area. Nine (9) years of applicable experience may be substituted for degree requirements.

### **Consultant I, IT**

#### **Minimum/General Experience:**

Three (3) to Five (5) years of experience building and managing IT projects and products.

#### **Functional Responsibility:**

Consults on the design, development, and implementation of IT solutions. Troubleshoots, debugs and implements software code. Requires a bachelor's degree in a related area and at least 2 years of experience in the field or in a related area. Has knowledge of standard concepts, practices, and procedures within a particular field (i.e., SQL, C++, HTML, CGI and JavaScript). Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision; typically reports to a project leader or manager. Implements a degree of creativity and latitude.

#### **Minimum Education:**

May require a Bachelor's Degree in a related area. Six (6) years of applicable experience may be substituted for degree requirements.

# **Technical Order Management Specialist, IT**

#### **Minimum/General Experience:**

The Technical Order Management Specialist will perform in the capacity of a project support analyst. Will perform resource or administration management for IT projects to include the preparation and development of project and task order schedules, code work schedules, application documentation and other similar activities. Will have an understanding of software development.

#### **Functional Responsibility:**

Will support management and administrative actives such as budgeting, staffing, resource planning, reporting, and technical documentation. Develops work breakdown structures, prepares charts, tables, graphs, and diagrams to assist in analyzing problems. Will possess knowledge of standard concepts, practices, and procedures within a particular field (i.e., SQL, C++, HTML, CGI and JavaScript). Possess

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strong interpersonal skills, information technology skills, and excellent knowledge regarding office programs and software development languages. Position provides status reports to Program Manager.

#### **Minimum Education:**

Requires a High School Diploma and four (4) years of applicable experience.

# **Business Systems Analyst II, IT**

#### **Minimum/General Experience:**

Four (4) to Six (6) years of experience reviewing, analyzing and evaluating business systems and user needs.

#### **Functional Responsibility:**

Performs a variety of tasks relating to the analysis and evaluation of business systems. Formulate systems to parallel overall business strategies. Develops detailed write ups of user needs, program functions, and steps required to develop or modify computer programs. Understands relational database concepts, client-server concepts and will in most cases report to a project leader or manager.

#### **Minimum Education:**

May require a Bachelor's Degree in a related area. Seven (7) years of applicable experience may be substituted for degree requirements

## Systems Analyst I, IT

#### **Minimum/General Experience:**

Zero (0) to Two (2) years of experience reviewing, analyzing and modifying programming systems.

#### **Functional Responsibility:**

Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's application systems. Consults with users to identify current operating procedures and to clarify program objectives. Familiar with knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a project leader or manager.

#### **Minimum Education:**

May require a Bachelor's Degree in a related area. At least Five (5) years of applicable experience may be substituted for degree requirements.

# Consultant III, IT

#### **Minimum/General Experience:**

Seven (7) to Ten (10) years of experience building and managing IT projects and products

#### **Functional Responsibility:**

Consults with clients and other project team members on the design, development, and implementation of IT solutions. Develops installation programs for IT solutions. May lead negotiating contracts/agreements with software vendors and other internet companies. Possesses strong knowledge of a variety of concepts, practices, and procedures within Information Technology field. Relies on experience and judgment to

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plan and accomplish goals. Performs a variety of complicated tasks. Leads and directs the work of others. May serve as a project leader or manager. Implements a wide degree of creativity and latitude.

#### **Minimum Education:**

May require a Bachelor's Degree in a related area. Eleven (11) years of applicable experience may be substituted for degree requirements.

# Software Engineer III, IT

#### **Minimum/General Experience:**

A minimum of Five (5) to Eight (8) years of design and development experience.

#### **Functional Responsibility:**

Designs, develops, implements and analyzes technical products and systems. Performs engineering design evaluations. May develop a range of products. Recommends alterations to development and design to improve quality of products and/or procedures. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. Implements a wide degree of creativity and latitude. Reports to an executive or a manager.

#### **Minimum Education:**

Requires a Bachelor's Degree. Nine (9) years of applicable experience may be substituted for degree requirements.

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Council for Logistics Research, Inc. Awarded GSA Pricing GS-35F-321DA

SIN	Awarded GSA Services	Level of Education	Years of Experience	Unit of Issue	GSA Awarded Rate (including IFF)
132-51	Sr Program Manager, IT	Bachelors	10	Hour	\$229.61
132-51	Program Manager, IT	Bachelors	8	Hour	\$199.61
132-51	Business Process Engineer, IT	Bachelors	8	Hour	\$157.00
132-51	Consultant III, IT	Bachelors	7	Hour	\$175.02
132-51	Consultant II, IT	Bachelors	5	Hour	\$141.20
132-51	Software Engineer III, IT	Bachelors	5	Hour	\$120.21
132-51	Business Systems Analyst II, IT	Bachelors	4	Hour	\$104.85
132-51	Consultant I, IT	Bachelors	3	Hour	\$96.91
132-51	Systems Analyst I, IT	Bachelors	0	Hour	\$98.82
132-51	Technical Order Management Specialist	High School	4	Hour	\$57.45

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